



HUMAN RESOURCES BOARD

Meeting Minutes
Monday, October 05, 2009

Opening:

The regular meeting of the Human Resources Board was called to order at 4:05 p.m. on Monday, October 05, 2009 in the City Hall 5th Floor large conference room by Chairperson Erin House.

Present:

Ellie Bennett
Bob Gordon
Erin House
Norman Powell
Woodie Rucker-Hughes
Rosetta Runnels (Arrived 4:11 p.m.)
Rhonda Strout
Jeremy Hammond
Colene Torres
]

Excused Absence:

Jackalyn Rawlings

Unexcused Absence:

Arthur Butler
Robin Treen

Guests:

Brad Hudson – City Manager
Tom DeSantis – Assistant City Manager
Steven Espinoza – Employee Relations Officer

Public Comment Period:

- Mary Shelton addressed the Board

A. Approval of September 14, 2009 Minutes

Motion to approve: Ellie Bennett
Second: Woodie Rucker-Hughes
Ayes: All

Approval of June 29, 2009 Minutes

Motion to approve: Bob Gordon
Second: Ellie Bennett
Ayes: All

B. Agenda Items

1. Presentation from City Manager – Brad Hudson, City Manager

- City Manager Brad Hudson had an informal conversation with the Board in regards to the City's budget and its affect on Personnel Administration.
- Ellie Bennett publicly apologized to Rhonda Strout, Jeremy Hammond and Steven Espinoza for comments made at the last Board Meeting.

2. Employee Relations Statistics – Steven Espinoza, Employee Relations Officer

- The HR Board received a comprehensive report and Employee Relations Officer Steven Espinoza provided the Board with a verbal overview of Employee Relations statistics.

3. Review of Human Resources Personnel Policies and Procedures – Rhonda Strout, Human Resources Director

- Human Resources Director Rhonda Strout presented the newly drafted Equal Employment Opportunity Policy to the Board for review and approval.
- Board Member Gordon motioned to accept the policy with a second by Board Member Powell. The motion passed unanimously.

4. Draft Letter to City Council – Erin House, Chairperson

- The HR Board reviewed a draft of a letter that the Board desires to present to the City Council regarding the release of statistical information.
- Human Resources Director Rhonda Strout requested that the Board change the fifth (5) paragraph from her name to the City Attorney's Office.
- Chairperson Erin House indicated that he would revise the letter and deliver it to City Council personally.
- Board Member Rucker-Hughes motioned to accept the letter with the discussed changes and was seconded by Board Member Gordon.

5. Issues for Future Discussion

- HR Board Retreat]

Next Meeting: November 02, 2009, City Hall 5th Floor Large Conference Room.

Adjournment: Meeting was adjourned at 5:21 p.m. by Chairperson House.

Minutes submitted by: Colene Torres _____